

City of San José
CLASS SPECIFICATION

TITLE: Sr. Airport Equipment Mechanic (3247)

DEPARTMENT	ACCOUNTABLE TO	FLSA STATUS
Airport	Supervisor, Trades	Non-Exempt

CLASS SUMMARY

Installs, operates, maintains and repairs airport terminal equipment (ATE) and systems such as baggage systems, passenger boarding bridges and ground support equipment (GSE). May act as a lead or provide direction to lower level classifications. Performs related work as required.

DISTINGUISHING CHARACTERISTICS

This classification provides technical assistance on the most difficult installations and repairs, requiring a high level of expertise on specialized airport terminal equipment and systems. May act as a lead to Airport Equipment Mechanics or provide work direction to other lower level classifications such as Maintenance Workers. This classification differs from the Supervisor in that the latter has full responsibility for supervising crews of Airport Equipment Mechanics and other workers in the maintenance and repair of Airport facilities and equipment. This classification differs from the Mechanic series in that the latter series performs repairs and adjustments to vehicles and other mechanized equipment, while the Airport Equipment Mechanic classification performs maintenance and repair of specialized ATE and systems that requires mechanical, hydraulic, pneumatic, electrical, heating, ventilating and air conditioning skills. Work may require weekend and shift work as part of the normal schedule. The physical requirements of this classification require heavy work, such as kneeling, lifting, pushing, reaching; exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

QUALIFICATIONS

(These qualifications are typically required. An equivalent combination of education, experience, knowledge, skills, and abilities sufficient to satisfactorily perform the duties of the job may be substituted.)

Minimum Qualifications

Education and Experience

Equivalent to completion of high school and five (5) years of directly related journey-level experience with the operation, repair and maintenance of airport terminal equipment in an airport environment.

Required Licensing (such as driver's license, certifications, etc.)

- A valid California driver's license
- A valid California Class A or B driver's license with applicable endorsements may be required for some designated positions.

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Other Qualifications

(Incumbents may be required to have different combinations of the listed qualifications, or more specific job-related qualifications depending on the position.)

Basic Knowledge, Skills and Abilities

(Needed at entry into the job in order to perform the essential duties.)

- Knowledge of electrical systems safety, general automotive engine/transmission, passenger boarding bridges, baggage conveyor systems and Ground Support Equipment normally attained through airline industry training and trade schools.
- Knowledge of applicable safety codes and regulations, safety practices such as electrical safety (including lock-out/tag-out procedures), and safe operation of GSE in an airport environment.
- Ability to maintain safe operation of passenger boarding bridges and baggage conveyor systems.
- Ability to maintain and repair ATE which includes mechanical, hydraulic, pneumatic, electrical, heating, ventilating and air conditioning, and control systems.
- Ability to use a wide variety of tools and equipment such as general mechanic tools, conveyor belt lacer, volt ohm meter (VOM), and metal fabricating tools.
- Ability to program the system and diagnose and troubleshoot operational problems through the Programmable Logic Controller (PLC) using computer technology and laptop computers.
- Ability to diagnose and repair difficult mechanical malfunctions in a variety of ATE such as baggage conveyors and boarding bridges.
- Ability to train and lead others in installation, operation, maintenance and repair of specialized ATE.
- Ability to provide input to the supervisor for performance appraisals.
- Knowledge of machinery, control systems and other devices and mechanisms used in ATE and GSE.
- Skill in installation, operation, maintenance and repair of a wide variety of pumping, heating, ventilating and cooling systems and related equipment found in airport terminal support equipment.
- Ability to represent the Airport well in working with the traveling public, Airport tenants, and peers, subordinates and Airport management.
- Knowledge of and skill in welding, metal fabrication and machine work.
- Ability to establish and maintain effective working relationships.
- Ability to implement training programs for the efficient and safe operation of the ATE.
- Knowledge of Airport rules, regulations and general operations.
- Ability to interpret and apply specific safety codes, City ordinances and regulations, verbal/written instructions, and Airport rules and procedures.
- Ability to read and interpret blue prints and diagrams.
- Ability to prioritize work.

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Desirable Qualifications

(Knowledge, skills and abilities; licenses, certificates, education, experience that is more position specific and/or likely to contribute to more successful job performance.)

- A two year associate's degree in a related field is highly desirable.
- A Universal Certification for Chlorofluorocarbon (CFC) Refrigerants from the Environmental Protection Agency.
- An Electronics Technician certification.
- A High Pressure Hydraulics certification.
- Knowledge of the organization, functions and processes of City, County, State and Federal levels of government.
- Knowledge of Computer Maintenance Management System (CMMS)
- Knowledge of process and procedures required to purchase tools, parts, equipment and supplies through the purchasing department and directly from vendors.

DUTY NO.	TYPICAL CLASS ESSENTIAL DUTIES: (These duties and estimated frequency are a representative sample; position assignments may vary depending on the business needs of the department.) Duties may include, but are not limited to, the following:	FRE-QUENCY
1.	May act as a lead, assigning, scheduling and checking work, providing technical direction, determining priorities, and training staff. As a lead, may sign timecards and may give input to the supervisor regarding the employee's performance evaluation, hiring, promotion, termination and discipline of employees.	40%
2.	Installs, operates, maintains, and repairs equipment and systems at the Airport, including but not limited to, baggage conveyors, passenger boarding bridge systems and ground support equipment.	25%
2.	Inspects and/or operates equipment and systems (including electrical systems for bag claim devices, conveyor belts and passenger boarding bridges) to ensure proper operation and determine if any repairs are necessary. Performs or oversees performance of necessary repairs.	5%
3.	Provides technical diagnostic assistance in troubleshooting difficult installation, modification, maintenance and repair conditions; performs advanced repairs, maintenance and modifications to specialized equipment and systems.	5%
4.	Oversees and leads preventive maintenance programs scheduled by Computer Maintenance Management System (CMMS), and ensures compliance with preventive maintenance schedules.	5%

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5.	Estimates labor, supplies, materials and parts needed to complete preventive maintenance and repair work, and prepares related budget accordingly; requisitions supplies, materials and parts.	5%
6.	Prepares various reports such as Daily Activity Reports (DARs), Corrective Maintenances (CM) and Facilities Improvement and Modification (FIM).	5%
7.	Maintains safety programs for staff and equipment and ensures compliance with all safety requirements; ensures that equipment and work areas are clean and safe.	5%
8.	Oversees and performs metal fabrication operations including welding.	5%
8.	Performs other duties of a similar nature or level.	10%

*Frequency defined as %, (totaling 100%) or “Continuous” (daily or approximately 20%+), “Frequent”(weekly or approximately 15%+), “Occasional”(monthly or approximately 10%+), “As Required”(Intermittent or 5% or less)

CLASSIFICATION HISTORY : Established 2/04, s000; Revised 5/08, s001
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